City of Missoula, Montana
City Council Committee Agenda Item

Committee:	**Public Works and Mobility**
Item:	**Professional Services Amendment 1 with Jackson Contractor Group for the Downtown Safety Access & Mobily project**
Date:	June 3, 2026
Sponsor(s):	Megan McMeekin, Sr. Project Manager & Jeremy Keene, PWM Director
Department or function:	Click or tap here to enter text.
Prepared by:	Megan McMeekin

Ward(s) Affected:

☒ Ward 1	☐ Ward 4
☐ Ward 2	☐ Ward 5
☒ Ward 3	☐ Ward 6
☐ All Wards	☐ N/A

Action Required:
Approve amending the professional services agreement with Jackson Contractor Group per the scope of work in Exhibit A1.

Recommended Motion(s):
I move the City Council: Approve and authorize the Mayor to sign the contract amendment to the Professional Services agreement with Jackson Contractor Group for tasks related to preconstruction services.

Timeline:

Committee discussion:	June 10, 2025
Council action (or sets hearing):	June 15, 2025
Public Hearing (if required):	N/A
Deadline:	N/A

Background and Alternatives Explored:

The City of Missoula was awarded a Federal RAISE Grant in June 2023 to provide funding to enhance the safety, access, and mobility in the Downtown area. Four projects were included in the grant application, and because they are close to one another and have like purposes, they were combined to create the Downtown Safety-Access-Mobility (Downtown SAM) project. The four project elements include Higgins Avenue Multi-Modal Improvements, Front/Main Two-Way Restoration, Riverfront Trail and Connectivity Improvements, and Signal Optimization.

In February 2025 Jackson Contractor Group was selected for the Construction Manager/General Contractor (CM/GC) for the Downtown SAM project. In July of 2025 the City entered into a Professional Services Agreement with Jackson to provide preconstruction services for the Downtown SAM Project. The agreement established an initial maximum reimbursable amount of $65,000 for preconstruction services. At the time the agreement was executed, the design and preconstruction schedule had not been finalized, and the agreement contemplated that the

parties would negotiate and update the maximum reimbursable cost once the project schedule and associated level of effort were better defined.

Since the execution of the agreement, the project schedule has been refined, and Jackson and the City have further evaluated the level of effort necessary to complete the remaining preconstruction services through completion of design and development of the construction contract. Amendment No. 1 increases the maximum reimbursable amount by $59,121.

Amendment No. 1 also establishes a $50,000 allowance for potholing and subsurface utility exploration activities. These investigations will assist the project team in identifying and verifying existing underground utilities during design, reducing uncertainty, minimizing potential utility conflicts during construction, and improving the accuracy of the project cost estimates and schedule development.

The amendment increases the total contract amount by $109,121 for a total contract value of $174,121. The amendment is necessary to complete the remaining preconstruction phase activities and support informed design and utility coordination efforts as the project advances into final design.

Financial Implications:

Funding for this amendment is available within Phase 1 budget for the Downtown SAM project and is eligible for reimbursement under the RAISE Grant.

Links to external websites:

https://www.engagemissoula.com/hub-page/downtown-safety-access-mobility-project